Air Force Small Business SMC/BC

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SMALL BUSINESS OFFICE

Mission

- Assist Small Business and Small Disadvantaged Business firms
- Contractor relations focal point
  - How to do business at HQ SMC LAAFB
  - Counsel large and small business
  - Speak to local civic groups
- Is not the S.B.A.
  - Is Air Force Small Business Office
  - SMC/BC

SMALL BUSINESS OFFICE

Internal

- Review acquisition plans and SAMPs
- Participate in formal Acquisition Strategy Panels (ASP)
- Advise/discuss acquisition strategy for smaller dollar acquisitions
- Review SB/SDB subcontracting plans
- Point of Contact for Section 8(a) Programs

SMALL BUSINESS OFFICE

External

- **How SMC does business - what do we buy - assistance we provide**
  - **Long Range Acquisition Estimate**
  - **Points of Contact**
  - **Contract Announcement Notices**
  - **Source Lists for current acquisitions**
  - **Organization Charts**
  - **Telephone books**

SMALL BUSINESS OFFICE

External

- Explain solicitation provisions
- Assist SB/SDB Contractors with contractual problems
- Explain potential business opportunities with other federal agencies
- Provide program publicity
- Attend and conduct business opportunity conferences

SMALL BUSINESS OFFICE

External

- Contractor's Lounge
  - Telephone for local use
- Bid Board
  - Current Solicitations
  - Commerce Business Daily
  - Informational Booklets
  - Computer -
    - Linked to SMC/PK Contracting Home Page
    - Available for use by visiting contractors

SMALL BUSINESS OFFICE

- **Where can you find information about SMC?**
  - **SMC HOME PAGE**
  - **SMC/PK CONTRACTING HOME PAGE**

SMALL BUSINESS OFFICE

Air Force Acquisition Information

- **Where do you find SB acquisition information for the Air Force?**
  - **http://www.safsb.hq.af.mil/index.htm**
- **The Air Force Marketing Information Package**
  - **AF Long Range Acquisition Estimate**
  - **A forecast of AF requirements**
    - **By Command - Base - Standard Industrial Classification (SIC) Code**